

MINUTES
STATE BOARD FOR COMMUNITY AND JUNIOR COLLEGES
WORK SESSION
November 17, 2005

The State Board for Community and Junior Colleges (SBCJC) met at 6:00 p.m. at the Hilton in Jackson, Mississippi, on November 17, 2005.

The following members were present: Major General Denver Brackeen, Mrs. Patricia Dickens, Mr. Napoleon Moore, Dr. Dorothy Nelson and Mr. George Walker. *Members Absent: Mr. Chip Crane, Mr. Jimmy Murphy, Mr. Lawrence Warren, Mrs. Brenda Yonge and Ms. Veldore Young.*

SBCJC staff present: Dr. Wayne Stonecypher, Dr. Randall Bradberry, Dr. Larry Day, Mrs. Deborah Gilbert and Mrs. Denise Walley.

Guest present: Dr. Bill Smith – Institutions of Higher Learning.

Mr. George Walker called the meeting to order at 7:25 p.m. He welcomed Mrs. Patricia (Pat) Dickens, who was recently appointed to the Board by the governor to carry out the unexpired term of Ms. Patricia Randall.

Mrs. Deborah Gilbert began by presenting a letter dated October 24, 2005, from the Executive Director of the Joint Committee on Performance Evaluation and Expenditure Review (PEER), shown as "Exhibit B" of the November 18, 2005 Board Meeting minutes. The letter states that a review of the policies of the State Board for Community and Junior Colleges' accountability controls regarding the accuracy of information that is used to allocate funds to the colleges will be evaluated. The second page of the exhibit gives information regarding what types of documents that the reviewers will be interested in examining. After continued discussions with PEER it was determined that their interest lies more so with the policies and practices in maintaining of student records at the individual colleges than that of the internal controls relating to financial information.

Dr. Stonecypher related that many of the goals that the SBCJC has made for itself in recent years have been accomplished or almost completed, such as the day-to-day management of post secondary career-technical education, updating the Articulation Agreement with IHL, coordinating meetings between university and college faculty, the electronic transfer of transcripts between colleges, universities and the K-12 system, etc. He proposed that it might be a good time to begin thinking about a retreat for the Board, giving them an opportunity to consider areas that the system could improve or expand.

During the October Board meeting a tour of the SBCJC offices was given for the Board to evaluate the necessity of painting the offices and installing carpet. After that meeting, Mrs. Gilbert and several staff members from the finance department met with Mrs. Chris Guillotte, Purchasing Director of IHL. Around that time, it was revealed that asbestos is under the carpet currently in place. In order for carpet to be installed the carpenter has to be made aware of this condition, which will require specifications to be written before taking bids. However, plans are being made for the offices and hallways to be painted during the Christmas holidays when the IHL offices will be closed and the SBCJC offices are not as busy.

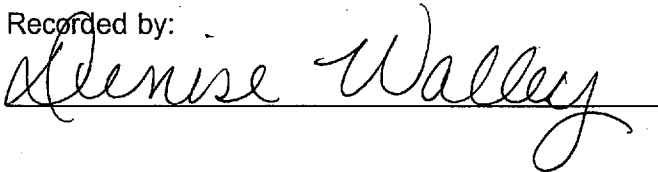
Mrs. Deborah Gilbert briefly reviewed the Finance agenda items, as follows:

1. Education Enhancement Fund Disbursements from Fund 4080 in the amount of \$2,563,982 and Fund 4110 in the amount of \$50,662 (\$2,614,644 total amount) for October 31, 2005, shown as "Finance Attachment 1" of the November 18, 2005, meeting minutes.
2. Results of the Property Audit conducted by the Office of the State Auditor, shown as "Finance Attachments 2a and 2b" of the November 18, 2005, meeting minutes.
3. Financial Statements for Funds 2291 and Special Funds, as of October 31, 2005, shown as "Finance Attachment 3a and 3b" of the November 18, 2005, meeting minutes.
4. Copiah-Lincoln Community College's request for advancement in the amount of \$271,307.

Dr. Stonecypher reported that Mississippi Delta Community College has requested to add a Culinary Arts Technology option to their Hospitality and Tourism Management Technology Program at the Greenwood location. Mr. Adcock will review the request and ask for Board approval at the November 18th meeting.

The meeting was adjourned at 8:20 p.m.

Recorded by:

A handwritten signature in cursive script, reading "Denise Waller", is written over a horizontal line.